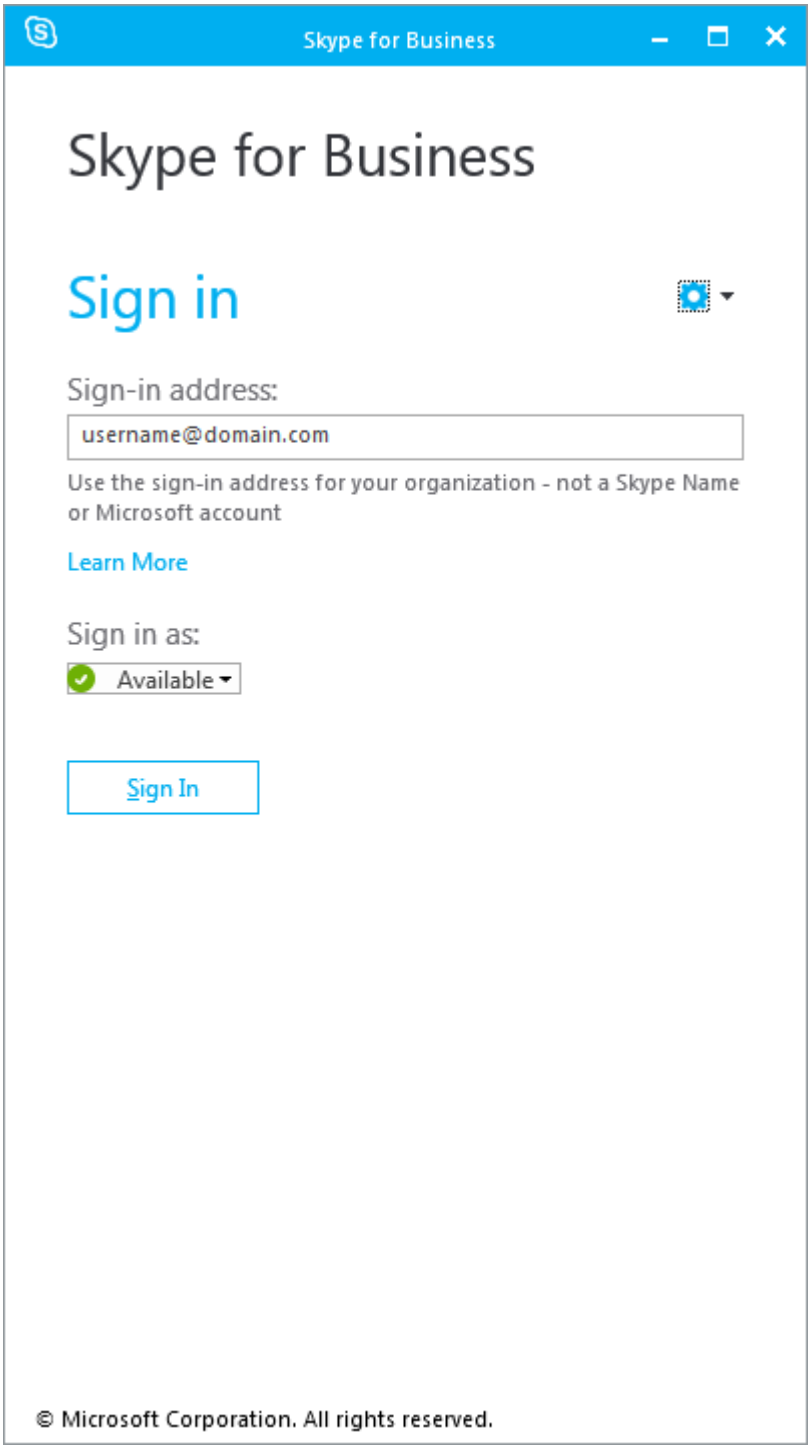
Skype for Business

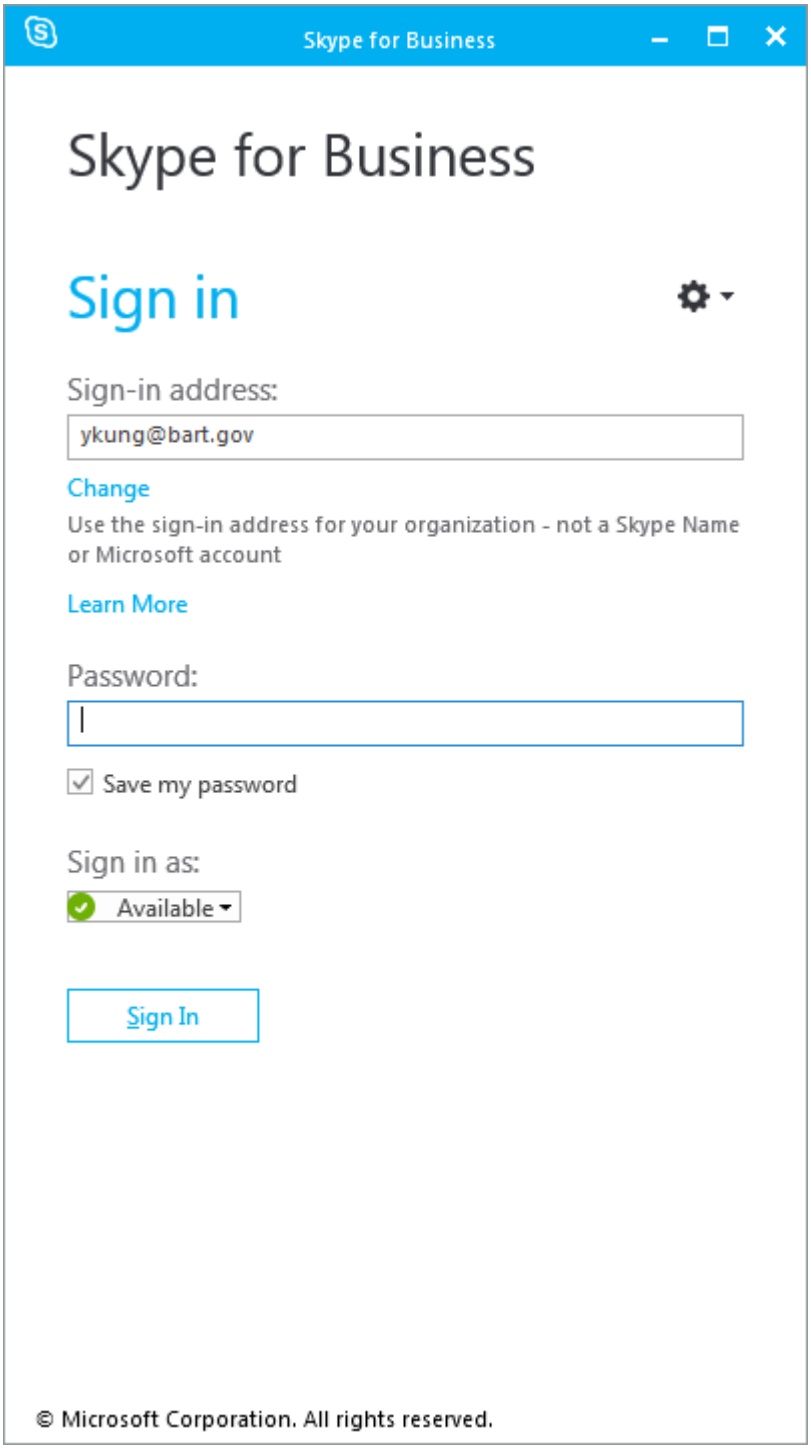
Note: You will need to setup Outlook before setting up Skype for Business.

To start Skype, click on Start > **All programs** > **Skype for Business 2016**

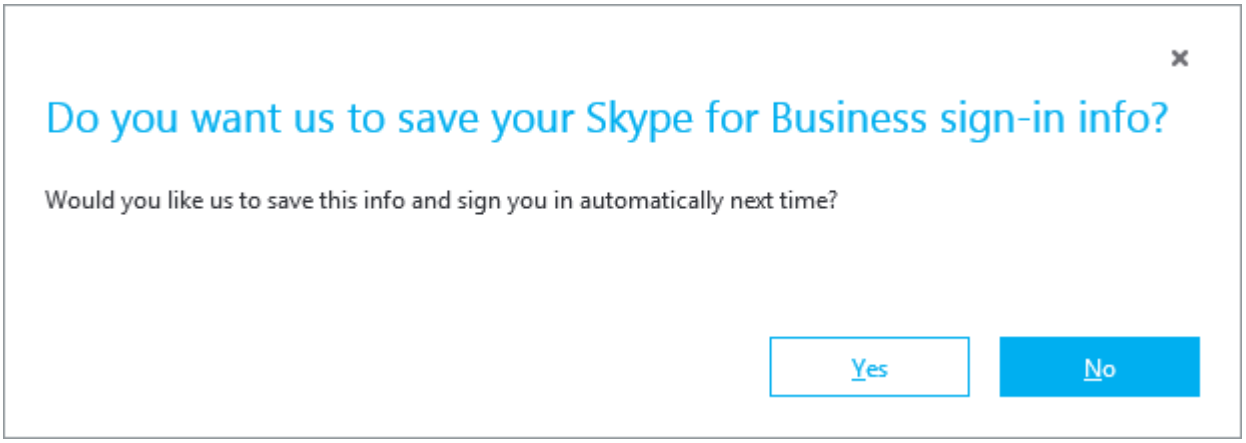


Sign-in Address is your email address. Example: username@bart.gov

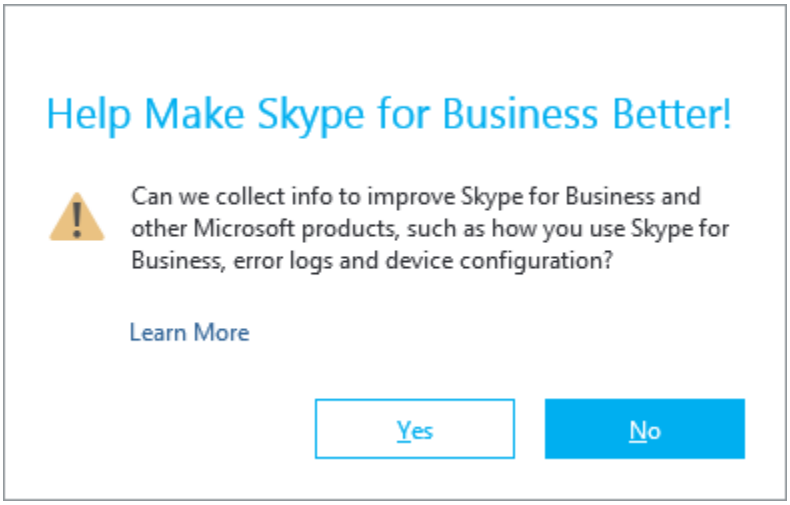
Click on **Sign In**



Input your computer password in the Password field.



Select **Yes**



Select **Yes or No** at the prompt above.